

# Curriculum Development and Supplemental Materials Commission

*An advisory body to the California State Board of Education*

*FINAL MINUTES OF MEETING: May 16-17, 2002*

*(Approved on September 19, 2002)*

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## ***Preliminary Report of Action***

***Thursday, May 16, 2002***

### Curriculum Commissioners Present:

Susan Stickel, Chair	Lora Griffin
Norma Baker	Sandra Mann
Catherine Banker	Veronica Norris
William Brakemeyer	Julie Maravilla
Mary Coronado	Leslie Schwarze, Vice Chair
Edith Crawford	Dale Webster
Milissa Glen-Lambert	Karen Yamamoto

### Curriculum Commissioners Absent:

Rakesh Bhandari  
Fran Pavley, Member of the Assembly  
John Vasconcellos, Member of the Senate

### State Board of Education Liaisons

Nancy Ichinaga  
Marion Joseph

***Called to Order:*** 9:12a.m.

1.D. Report of the Chair: Commissioner Stickel reported on the April 2002 State Board meeting. The Board approved the timeline for the three 2002 follow-up adoptions, Science, History-Social Science, and Visual and Performing Arts and the timeline for the 2003 Primary Foreign Language Adoption. The timelines have been posted on the CDE Website. The May State Board meeting will be held the 29<sup>th</sup>–30<sup>th</sup>. A joint Curriculum Commission and CFIR Publishers' Briefing was held April 25, 2002 on the new 9-12 Standards Maps at the State Personnel Board Auditorium. Sixteen publishing companies attended the briefing. Briefing materials were mailed to an additional 45 companies nationwide. The briefing went well and publishers had a lot of good questions regarding the 9-12 standards maps. The 9-12 standards maps templates and instructions were mailed to all local education agencies (LEAs) and will be posted on the CDE Website. As a reminder, the 9-12 publishers are not required to complete the standards maps until August 1, 2002. Commissioner Stickel also reported that she and Secretary Griffith did an overview of the 9-12 standards maps at the Curriculum Instruction Subject Committee (CISC) meeting on Friday, April 25.

1.E. Approval of March 2002 Draft Meeting Minutes: Commissioner Brakemeyer made the motion to approve the March 2002 draft minutes. Commissioner Baker seconded the motion. Motion passed unanimously.

1.F. Proposed Curriculum Commission 2003 Meeting Dates: The Commission discussed the proposed 2003 meeting dates. The November meeting will be held November 6-7 to avoid conflict with the State Board November meeting. Commissioner Griffin made the motion to accept the proposed dates. Commissioner

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Crawford seconded the motion. The motion passed unanimously. The dates are: January 15-17, 2003, March 20-21, 2003, May 15-16, 2003, September 17-19, 2003, and November 6-7, 2003. No meeting will be held in July.

1.G. Report from the State Board of Education: Richard Brandsma, Executive Director, State Board of Education, provided an update to the Commission that the Board accepted ETS as the contractor for the STAR Program as recommended by Superintendent Eastin. Official acceptance of the ETS contract will be at the June Board meeting. The Board approved the three-year plan for state testing. In relation to NCLB, on May 29, 2002, the Board will be approving an application for Reading First, a major component of the No Child Left Behind Act. California is eligible for about \$130 million in which approximately \$106 million will be available to LEAs on a competitive bases to meet the need of children reading below grade level. Phil Garcia, Deputy Executive Director, SBE, provided a policy update on Proposition 227, an update on the statewide California English Language Development Test (CELDT) results, and the April Board Meeting Highlights.

1.H. Correspondence/Requests from the State Board of Education: A letter from Assemblywoman Fran Pavley regarding the postponement of the Science Follow-Up Adoption was received.

1.I. Executive Secretary Report: Secretary Griffith reported that the CFIR Division/CDE biannual update was sent to all county offices of education and school districts along with the instructional materials purchase list, alternative format revisions, update on budget and legislative matters that affect them. A free 2001 Mathematics Adoption Report and a 2000 Science Adoption Report were also included in the mailing. The Reading/Language Arts/English Language Development (RLA/ELD) Adoption Report is in final editing stage and the goal is to send it out in June to all districts. The report includes a commendation of Kathryn Dronenburg, former State Board member for her work on behalf of children in California. The Foreign Language Framework is anticipated to be printed in July or August, the Science Framework in September, and the Health Framework in January 2003. CFIR staff will be working on a detailed plan for framework roll-outs this summer. Secretary Griffith updated the Commission on the May Revise of the Governor's State Budget. The Proposition 98 guarantee was preserved. The deficit is at \$23 billion. For education, the Governor proposed to defer \$1.5 million in current year program budget allocations. There is a shift in some fund sources, taking \$503 million of Proposition 98 Reversion funds by cutting it and replacing it with a one-time only General Fund apportionment. There will be an increase in property tax as related to education, \$193 million. There is an estimated \$66 million from naturally occurring savings. The legislature is keeping \$110 million from AB 466; \$131 million has been identified in federal funds for training in reading. There is \$5 million to provide standards-aligned training to Science teachers. For K-12 instructional materials, the proposed \$650 million for funding is reduced to \$480 million, which includes \$250 million for the block grant proposal (ongoing funding). The \$200 million for Reading Language Arts/English Language Development Materials is reduced to \$150 million. The School Library Grant fund is reduced from \$100 million to \$80 million and the \$75 million for one-time only science laboratory materials was deleted. For the RLA/ELD one-time only apportionment, districts have until June 30, 2003 to expend the funds. The May Revise will begin to be reconciled next week by the Senate, the Assembly, and the Budget Conference Committee. The budget proposal is to be forwarded to the Governor between June 15 and July 1 for signature.

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Secretary Griffith reported on AB 2532 (Pacheco): Textbook Weight, which requires the State Board to establish maximum textbook weights. The Board would determine the weight standards and the Board would also develop guidelines and a plan for creative solutions to eliminate health risks for students due to textbook weight problems. If signed, it would become effective January 2004.

*Break: 10:40a.m.*

1.J. Report of the California Department of Education: Scott Hill, Chief Superintendent, CDE, briefly updated the Commission on the ETS contractor for the STAR Program. The contract will be finalized in June. He also provided an update on the No Child Left Behind (NCLB) and the Governor's May Revise.

1. K. 9-12 Standards Maps Templates: The State Board approved the draft 9-12 Standards Maps Templates in February 2002. A meeting was held on April 25, 2002 for publishers to comment and provide input. Publishers who attended the meeting received a hard copy and a diskette. Publishers who couldn't attend the meeting were sent a copy along with the diskette. CFIR staff will send a copy of the standards maps to all high school districts and unified school districts in May.

1.L. AB 466 Update: Bill Vasey, Division Director, Professional and Development provided an update on AB 466, the Mathematics and Reading Professional Development Program. State Board will consider approving providers at its May meeting.

1.M. Other Matters/Audience Comment: The Commission honored and recognized Janet Philibosian with a legislative resolution and a plaque for her work on the Curriculum Commission.

2. Executive Committee: The Commission discussed the possibility of canceling the July 2002 Commission Meeting contingent upon workload of each SMC. The discussion was tabled until May 17, 2002.

The Executive Committee discussed the development of a Commission outreach packet. The CFIR staff suggested the following components to be included in the outreach packet:

- What is the Curriculum Development and Supplemental Materials Commission?
- What is the role of the Curriculum Commission?
- What is the composition of the Curriculum Commission?
- How are K-8 Instructional Materials Adoptions conducted by the State?
- How are curriculum frameworks and standards developed?
- What are other useful resources (i.e. CFIR staff directory & websites, list of LRDCs, adoption schedule, etc.)?

In addition the Committee wants to include information on how the Commission interacts with the State Board and how the public could provide input at the Commission meetings. Beside a PowerPoint presentation, the Committee also wants the information in pamphlet or brochure form.

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Other Matters/Audience Comment: none

3. Visual and Performing Arts Subject Matter Committee: Commissioner Griffin opened the Visual and Performing Arts Subject Matter Committee. Chair Griffin provided a status report on the 2003 Visual and Performing Arts (VPA) Follow-up Adoption. CFIR staff indicated there was a need to recruit additional Instructional Materials Advisory Panel (IMAP) members. The committee requested CFIR staff to continue with the recruitment process. Commissioner Schwarze requested parent representation be included in the recruitment process. The biographies of the applicants will be presented to the Curriculum Commission at the September 2002 meeting.

The Visual and Performing Arts Subject Matter Committee made a motion to hold a full day Visual and Performing Arts Subject Matter Committee meeting in July and one in August (dates to be determined). The purpose of these meetings is to prepare the *Draft 2003 Visual and Performing Arts Framework* for full Commission review in September following the *Visual and Performing Arts Framework Timeline*. Commissioner Schwarze made the motion to approve the VPA SMC to meet one day in July and one day August with dates to be determined. Commissioner Yamamoto seconded the motion. The motion passed unanimously.

*Lunch Recess: 12:08p.m. - 1:30p.m.*

4. Foreign Language Subject Matter Committee: Commissioner Crawford announced that the timeline for the Foreign Language Adoption was approved by the State Board at their April 24, 2002, meeting. The timeline has been posted on the Curriculum Frameworks and Instructional Resources website. No new information about the possible publishers' submissions was available. It is anticipated there will be submissions in six languages for the 2003 Adoption.

The SMC reviewed drafts of the Language Learning Continuum Forms, Stages I-V. Five changes were made as a result of the discussion at the March 22, 2002 Commission meeting. Those changes were: 1) the words "publishers exemplars" were substituted for "publishers citations", 2) the last category was changed from "accuracy/access" to "accuracy"; 3) the stage number was added at the bottom of the last page of each form, 4) one column for publisher exemplars appears in the accuracy category rather than two; and 5) a cover sheet for each stage was added to provide a place for publishers to indicate their abbreviation codes. After discussion, Commissioner Brakemeyer made the motion to approve the Language Learning Continuum Forms, Stages I-V. Commissioner Coronado seconded the motion. The motion passed unanimously. The SMC reviewed the Instructions that accompany the Language Learning Continuum Forms. Commissioner Brakemeyer made the motion to approve the Instructions as presented. Commissioner Glen-Lambert seconded the motion. The motion passed unanimously.

As was discussed at the March 22, 2002, SMC meeting, the SMC reviewed the necessity of developing a Classical Language version of the Language Learning Continuum Form. CFIR staff has been working with Charlayne Allan at UC Davis and the Northern and Southern Classics organizations to find classics teachers to review the modern language version of the Language Learning Continuum Forms and provide input for any necessary modifications. The North Classics teachers met May 11, 2002. Three classics teachers agreed

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to review the Language Learning Continuum Forms and make recommendations. Their recommendations will be ready in early June. After discussion, Commissioner Glen-Lambert made the motion to approve the Foreign Language SMC Chair and Commission Chair to review the draft Classics Language Learning Continuum Form before the June 27 meeting with publishers. The draft will be used at the June 27 publishers' meeting and the instructions will be reviewed with the publishers for completing the Language Learning Continuum Forms in mapping their respective submission if they chose to participate in the 2003 adoption. The draft classics version of the Language Learning Continuum Form would then be brought back to the SMC and full Commission in September for review. Commissioner Brakemeyer seconded the motion. The motion passed unanimously.

SMC reviewed the draft Instructional Material Advisory Panel (IMAP) and the Language Expert (LE) application forms. After discussion, the following changes and edits were made to the IMAP application: 1) add the word "primarily" to the last sentence of the first paragraph on page one to ensure that community members are eligible to serve as IMAPs; 2) correct the typographical error on page 7 ("profession" should be "professional"; 3) add "and if applicable, describe a lesson you have taught" to question 2; and 4) reorder the questions to improve the flow. Commissioner Coronado made a motion to change the IMAP application with the above additions and changes. Commissioner Brakemeyer seconded the motion. The motion passed unanimously. The SMC also discussed the Language Expert (LE) Application. The addition to question #2 was made, and the questions were reordered to improve the flow of the application. Commissioner Brakemeyer made a motion to approve making the changes. Commissioner Glen-Lambert seconded the motion. The motion passed unanimously.

Other Matters/Public Comment: Commissioner Crawford announced that a publishers' meeting to review the Language Learning Continuum Forms and Instructions, and the Evaluation Criteria for the 2003 Primary Foreign Language Adoption would be held on the afternoon of June 27, 2002 in Sacramento. Commissioner Crawford also directed Commissioners' attention to the memo regarding current and confirmed research included in the SMC agenda tab.

5. Physical Education Subject Matter Committee: The Commission heard two presentations from professors in the field of physical education. Dr. Greg Payne from San Jose State spoke on motor development and provided commissioners with information and statistics on the present state of fitness of California's youth. Dr. Gayle Hutchinson, Professor at CSU Chico who spoke to the teaching of physical education and gave the Commission insight into the current Physical Education Framework with suggestions for improvement.

After the presentations, the SMC discussed the development of the Framework and determined that the SMC would do the following over the next few months in anticipation of the September meeting: 1) Develop a timeline for Framework development, 2) Begin drafting the application for the CFCC, and 3) Survey teachers who teach physical education at the elementary and secondary levels to get testimony as to how the Framework is currently being used and what can be improved.

Staff will be sending out an email to Curriculum Commission members asking for physical education teachers who would want to review the current Framework. On behalf of the SMC, Commissioner Glen-

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Lambert thanked Dianne Wilson-Graham and Debbie Vigil of School Health Connections for their part in coordinating Dr. Greg Payne and Dr. Gayle Hutchinson's presentations.

Other Matters/Audience Comment: none

## *Preliminary Report of Action*

*Friday, May 17, 2002*

### Curriculum Commissioners Present:

Susan Stickel, Chair	Sandra Mann
Norma Baker	Julie Maravilla
Catherine Banker	Veronica Norris
William Brakemeyer	Leslie Schwarze, Vice Chair
Mary Coronado arrived 10:50a.m	Karen Yamamoto
Edith Crawford	
Milissa Glen-Lambert	

### Curriculum Commissioners Absent:

Rakesh Bhandari  
Lora Griffin\*  
Fran Pavley, Member of the Assembly  
John Vasconcellos, Member of the Senate

### State Board of Education Liaisons

Nancy Ichinaga  
Marion Joseph

Commission reconvened at 8:40a.m.

6. Science Subject Matter Committee: Staff provided an update on the status of the Science Framework. CDE Press editors are reviewing the Framework for content and grammatical accuracy. It is anticipated that the Framework will be available this fall to be sent out to school districts. The CFIR Division staff will inform the Commissioners about the timeline for the "roll out" this summer. Commissioner Mann provided information on the follow-up adoption, including the number of CRP and IMAP candidates. Commissioner Mann encouraged all commissioners to assist in the process of recruiting candidates.

Other Matters/Audience Comment: None

7. Full Commission Reconvenes: The discussion on canceling the July 2002 meeting resumed. The SMCs do not have any actions to be taken before the September 2002 meeting except the ELR Committee. If necessary, the Executive Committee could meet to take action for the Electronic Learning Resources Committee. After the discussion, members agreed upon canceling the July meeting. Commissioner Norris

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made the motion to cancel the July 2002 Commission meeting. Commissioner Baker seconded the motion. The motion passed unanimously.

Assessment Update: Phil Spears, Division Director, Assessment and Standards Office, provide an update on the newly selected STAR Program contractor, Education Testing Services (ETS), the proposed performance standards (levels) for the General Mathematics Standards Test and the Integrated Mathematics Standards Tests, the Three-Year Plan for the Development of California's Assessment System, and the 2001 California English Language Development Test (CELDT) results. Mr. Spears also spent significant time answering Commission members' questions about other testing issues.

8. Electronic Learning Resources Committee: Commissioner Banker led the discussion on the need for, and strategies to increase participation of technology-based publishers for K-8 adoptions pursuant to the State Board's request at its January 2002 meeting. Commissioners concurred there is need for more professional development and training in technology. Furthermore, Commissioners concurred that publishers should be required to provide greater direction on how to use and apply technology components in the teachers editions of the K-8 basic programs. During the discussion, the following issues, concerns and suggestions were raised:

- lack of technology and connectivity in schools to accept new technology-based instructional materials,
- lack of technology literacy amongst K-8 teachers,
- lack of ongoing support when schools install computers and other technologies,
- lack of teachers' knowledge on the use and applications of the curriculum in textbook technology components,
- concern for possible misuse of technology when a lesson may not be applicable to the subject requirements or content standards,
- concern of technology and equipment equity within a school district,
- the importance of guidance on managing the technology-based programs with a full classroom of students,
- the importance of guidance in developing computer literacy by integrating it into the lesson,
- the importance that technology-based programs must focus on achievement of content standards,
- concern regarding the six year time limit in changing content of technology-base programs placed on publishers and,
- recognition and concern with parent expectations of having textbooks available for all students.

The Education Technology Office provided an update on what will be covered at a future State Board presentation on technology. Commissioner Schwarze moved to have Commissioner Banker represent the Curriculum Commission during the State Board presentation on technology and meet with State Board member and Commission Liaison, Marion Joseph, to discuss technology issues and the presentation. Commissioner Brakemeyer seconded the motion. The motion passed unanimously.

There was an extensive discussion on CLRN, the role of its content advisors, the review policy for supplemental resources, the Lesson Builder site, and whether State Board adopted full basic programs should be placed on the CLRN site. The purpose of CLRN is to evaluate supplemental technology-based programs

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and to place lesson plans online. The discussion also included whether there should be a number of technology reviews conducted that includes identifying a fixed percentage of standards met and whether the existing advisors should recruit two or three others to assist them with the reviews. Nancy Sullivan indicated that the Curriculum Commission does not have any statutory requirements relating to the administration of the CLRN project. However, she would welcome the Curriculum Commission's recommendations and support. Curriculum Commission Chair Stickel suggested the advisors contact the members of the Executive Committee for information gathering since the July 2002 Commission meeting is cancelled and suggested Commissioners learn about CLRN by logging onto its Web site at [www.CLRN.org](http://www.CLRN.org). Commissioners concurred with the suggestions.

Commissioner Banker requested the criteria, uniform resource locator (URL) for CLRN and instructions on how to access the Lesson Builder site, in preparation for the September 2002 Curriculum Commission meeting. Executive Secretary Griffith suggested Commissioners also receive clarifying information in a question and answer format from Nancy Sullivan, Education Technology Office or CLRN. The questions and answers should include: 1) how are the general reviewers selected?, 2) what are their qualifications?, 3) how are they trained on the frameworks and standards?, 4) how does the Education Technology Office evaluate the training that is conducted?, 5) what is the commitment of the reviewers?, 6) how often is the training conducted? and, 7) what is the final yearly evaluation process?. It was also suggested that information relating to potential conflict of interest issues be included regarding the reviewers.

The Education Technology Office updated the Curriculum Commission on technology requirements in the *No Child Left Behind* federal legislation and indicated that technology performance indicators were deleted from the legislation. Ms. Sullivan will forward on the results of the annual technology survey conducted by the California Department of Education to the Commissioners when completed.

Catherine Banker provided an update on the Digital California Project.

Other Matter/Audience Comment: Commissioner Schwarze made the motion to approve Catherine Banker to fly to Marion Joseph's for a meeting to discuss technology for the State Board presentation. Commissioner Brakemeyer seconded the motion. The motion passed unanimously.

9. Reading Language Arts/English Language Development SMC: Commissioner Coronado updated the SMC on the final State Board Adoption Report for the 2002 R/LA/ELD and the Spanish alternate formats being reviewed. The Commission's Executive Secretary, Ms. Sherry Griffith, had previously reported that the CDE Publications Office had placed the printing of state board adoption report on their priority list. Ms. Coronado also reported that the report was dedicated to Kathryn Dronenburg, a former State Board member, who was instrumental in the adoption of State Board content standards for Reading/Language Arts and the Framework. Ms. Rios, Administrator for the Instructional Resources Unit, informed the SMC that CFIR staff had been working with interested publishers on an alternate format review process. The CFIR staff shared the alternate format timeline with the Commissioners.

Other Matters/ Audience Comment: None



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10. History-Social Science Subject Matter Committee: Commissioner Yamamoto opened the History-Social Science Subject Matter Committee and provided a status report on the 2003 Follow-Up Adoption. CFIR staff indicated the need to recruit more applicants for the Instructional Materials Advisory Panel (IMAP) and Content Review Panel (CRP) for the 2003 History-Social Science Follow-Up Adoption. The committee requested that the CFIR staff continue the recruitment process. The biographies of the applicants will be presented to the Curriculum Commission at the September 2002 meeting.

Other Matters/ Audience Comment: None

11. Mathematics Subject Matter Committee: Commissioner Banker made the motion to have the Follow-Up Adoption in 2004. Commissioner Brakemeyer seconded the motion. The motion passed unanimously. This date is midpoint in the adoption cycle. The last primary adoption for mathematics was in 2001 and the next primary adoption will be in 2006 – 2007.

Other Matters/Audience Comment: None

12. Health Subject Matter Committee: Cancelled.

Other Matters/Audience Comment: none

13. Ad Hoc Committee on Policies and Procedures: The Ad Hoc Committee reviewed the *Instructional Materials and Framework Adoption: Policies and Procedures* manual revisions that have been done to date and made minor edits. The committee decided to merge the preface into the introduction. Committee members will individually review the Preface, the Introduction and the Framework Sections 3.1-3.5 and will submit suggested edits to staff by August. Staff will incorporate the suggested changes into the document for review at the September meeting.

14. Full Commission Reconvenes-Reports/Action of Subcommittees at 12:00p.m:

Executive Committee: No action.

Visual & Performing Arts Subject Matter Committee: Commissioner Brakemeyer made the motion to hold two VPA CFCC meetings: Thursday July 18 and one in August 2002 with date to be determined. Commissioner Crawford seconded the motion. The motion passed unanimously.

Health Subject Matter Committee: cancelled.

Physical Education Subject Matter committee: No action.

Reading Language Arts/English Language Development Subject Matter Committee: No action.

Science Subject Matter Committee: No action. Commissioner Mann encouraged everyone to recruit for IMAP/CRP members for the 2003 Science Follow-Up Adoption.

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Electronic Learning Resources Committee: Commissioner Schwarze made the motion to approve Commissioner Banker to fly to Marion Joseph's, State Board Liaison, for a meeting regarding Electronic Learning Resources. Commissioner Crawford seconded the motion. The motion passed unanimously.

Foreign Language Subject Matter Committee:

Action #1: Commissioner Webster made the motion to approve the Foreign Language Learning Continuum. Commissioner Mann seconded the motion. The motion passed unanimously.

Action #2: Commissioner Baker made the motion to approve the Language Learning Continuum Form. Commissioner Maravilla seconded the motion. The motion passed unanimously.

Action #3: Commissioner Brakemeyer made the motion to approve Commissioner Stickel and Commissioner Crawford to review the Language Continuum Form and Instruction, the IMAP/LE applications before the June 27, 2002 meeting and report back in September for final approval. Commissioner Baker seconded the motion. The motion passed unanimously.

Action #4: Commissioner Mann made the motion to approve the draft IMAP application. Commissioner Webster seconded the motion. The motion passed unanimously.

Action #5: Commissioner Brakemeyer made the motion to approve the LE application. Commissioner Coronado seconded the motion. The motion passed unanimously.

History –Social Science Subject Matter Committee: No action.

Mathematics Subject Matter Committee: Commissioner Baker made the motion to approve the Mathematics follow-up adoption in 2004. Commissioner Webster seconded the motion. Motion passed unanimously.

Reports from Commission Liaisons: none

Individual Commissioner Reports: Commissioner Crawford, Sunshine Chair, reports that the Juarez Elementary School in San Diego thanked the commissioners for the money they contributed in remembrance of Kathryn Dronenburg.

The Curriculum Commission meeting adjourned at 12:28p.m.

For further information about this agenda, please contact The Curriculum Development and Supplemental Materials Commission at 654-3361 or the Curriculum Frameworks and Instructional Resources Office, California Department of Education, 721 Capitol Mall, Sixth Floor, Sacramento, CA, 95814; telephone (916) 657-3023; fax (916) 657-5148.